



# *City of Seat Pleasant*

*Office of the City Administrator*

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## **A CITY OF EXCELLENCE SMART CITY**

**“Seat Pleasant offers Smart City Services that is better, faster and personalized making it a City for Me using information and communication technology, with the internet of things”**

**Department Name** Administration

**Date of Report** September 8, 2017

**Reporting Period** Aug-Sept 2017

**Summarize significant department progress for the reporting period that is indicative of providing services that are better, faster and personalized.**

- Finalized lot maintenance agreements with Board of Education, State Highway Administration, Prince George’s County; waiting for approval of MOU with SHA for annual payment of \$1,500; anticipating agreement with Board of Education moving forward (they paid the city \$6,500); and also anticipating the County to donate tax sale land that the City has maintained.
- Trying to resolve on-going issues with Verizon. Two options may be recommended for the Council to consider 1) engage in arbitration or 2) go to the media with the accusations about lack of customer satisfaction, price gauging, refusal to provide services, repairs, or restitution
- Directed executive team to list all electronic inventory to ensure ample coverage with LGIT
- Recommended code revisions re vacant property registration requirements; revised correspondence to owners as well as registration form to ensure compliance with language in the code.
- Responded to PIA request from business owner.
- I-net meetings have occurred and is ready of cable install pending council approval
- Sent report to Chesapeake Bay Trust re requirement for Grant
- Reviewed Grant applications and edited language submitted by Grant Writer
- Researched forensic audit recommendations for presentation if necessary for Verizon arbitration
- Approved purchase requisitions through new NetSuite accounting program
- Approved Salt Agreement with SHA for resources re inclement weather events
- Requested public safety and public works directors to develop an Emergency Operations Plan for the City including an evacuation plan for all City facilities and the City in the event of an emergency. This also includes repairs and corrections in operations identified in the LGIT Hazard Evaluation Survey.
- Various meetings held with USDA project manager and ED manager re on-going progress

**Analyze department improvements that are needed and/or achieved based on the Smart City model.**  
Revision of codes; increase of fees charged to mall owners, review of rental licenses.

**Indicate problems identified, barriers encountered and solutions reached.**

Verizon issues still on-going

**Identify goals for the next reporting period.**

Examples of Goals

Goal \_\_\_\_\_% reduction in household consumable waste (based on statistics from refuse contractor)

Goal \_\_\_\_\_% increase in recyclables (based on statistics from refuse contractor)

Goal 20 % increase in green initiatives (e.g., number of shredding events, trees planted, electric cars purchased/used, number of bags/pounds of leaves mulched, implementation of rain gardens, etc.)

Goal \_\_\_\_\_% increase in educational/promotional/marketing events for residents re green initiatives (e.g., newsletter articles re composting trainings, use of rain barrels, etc.)

**Supporting Documentation: Source:** Office of the City Treasurer

**Revenue**

Line Item \_\_\_\_\_

FY _____ Budget (Previous Year)	FY _____ Budget (Current Year)	FY _____ Actual (Current Year)

**Expenditures**

Line Item \_\_\_\_\_

FY _____ Budget (Previous Year)	FY _____ Budget (Current Year)	FY _____ Actual (Current Year)

**Attachments:** Photos, Newsletter articles, City of Seat Pleasant Green Team, etc.